

# **Louisville Metro Planning Commission**

## **2014 Annual Report**



**January 29, 2015**

Presented by Emily Liu, AICP  
Director of Planning & Design Services



## Introduction

### Louisville Metro Planning Commission

The purpose of the Planning Commission shall be to direct the economic growth and physical development of Jefferson County and the communities therein, and to guide such development in such a manner as to assure the prosperity, health, safety, morals and general welfare of the county and its communities.

### 2014 Planning Commissioners

Donnie Blake, Chairman  
Jeff Brown  
Vince Jarboe  
Robert Kirchdorfer  
Carrie Butler

David Proffitt, Vice Chairman  
Robert Peterson  
David Tomes  
Clifford Turner  
Chip White

### 2014 Planning Commission Committees

#### Land Development & Transportation

Donnie Blake, Chair  
Vince Jarboe, Vice Chair  
Clifford Turner  
Carrie Butler  
Jeff Brown

#### Development Review Committee

David Tomes, Chair  
Chip White, Vice Chair  
Robert Kirchdorfer  
Robert Peterson  
Jeff Brown

#### Site Inspection Committee

All Commissioners – rotating assignment  
Jeff Brown, Chair

#### Planning Committee

Robert Kirchdorfer, Chair  
Clifford Turner, Vice Chair  
Lula Howard  
Carrie Butler  
Chuck Kavanaugh  
Barbara Kelly  
David Tomes  
Jeff Brown

#### Policies & Procedures Committee

Chip White, Chair  
Jeff Brown, Vice Chair  
Jon Baker  
Deborah Bilitski  
Vince Jarboe  
Steve Porter  
Glenn A. Price, Jr.  
David Proffitt

## Workload - Planning Commission

The Planning Commission conducted 28 meetings in 2014, up slightly from the 25 meetings which were conducted in 2013. The total amount of time spent in these meetings was 85 hours and 45 minutes (compared to 88 hours in 2013 and 67 hours in 2012). The average meeting lasted approximately 3 hours and 3 minutes.

In 2014 there were 110 cases docketed for consideration by the Planning Commission (including items which were continued from another meeting). This is an increase from 92 cases in 2013. The types of items considered at the 2014 meetings were as follows:

Type of Request	Number
Zoning Changes	35
Street Closings/Name Changes	8
Amended Binding Elements	15
Waivers	15
Subdivisions	6
Appeals	7
Other	18
<b>TOTAL</b>	<b>104</b>

A majority of the zoning change applications contained additional requests such as waivers, variances, and conditional use permits. Here is a breakdown of the types of requests which were attached to the 35 zoning change applications heard in 2014.

Type of Request Accompanying Zoning Change	Number
Amended Binding Elements	9
Landscape Waivers	49
Other Waivers	16
Variances	21
Form District Changes	3
Conditional Use Permits	2
<b>TOTAL</b>	<b>100</b>

The Planning Commission approved or recommended approval on a majority of their decisions; however, six items were denied in 2014.

In regards to housing units created, the Planning Commission approved 144 single family housing units and 757 multi-family housing units (901 total units). The Land Development & Transportation Committee approved 262 single family housing units and 322 multi-family units (584 total units). Combined this equates to 406 single family housing units and 1,079 multi-family units, for a total of 1,485 housing units created in 2014 (a slight increase from 1,467 total units in 2013, which broke down into 257 single family housing units and 1,210 multi-family units).

### **Workload – Land Development & Transportation Committee (LD&T)**

The Land Development & Transportation Committee (LD&T) conducted 20 public meetings in 2014 (down from 21 meetings in 2013), with the average meeting lasting approximately 1 hour and 25 minutes (compared to 2 hours and 2 minutes in 2013). There were 75 cases docketed on the 2014 agendas consisting of 102 requests. Here is a breakdown of the requests considered by the LD&T Committee.

Type of Request	Number
Zoning Changes	35
Street Closings/Name Changes	3
Amended Binding Elements	9
Revised Plans	17
Waivers	26
Variances	2
Subdivisions	4
Development Plans	4
Category 3 Plans	2
<b>TOTAL</b>	<b>102</b>

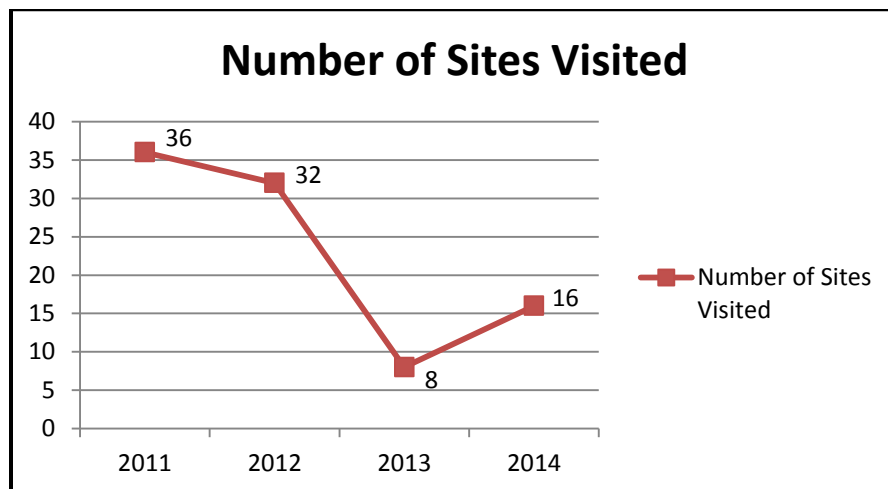
### Workload – Development Review Committee (DRC)

The Development Review Committee (DRC) conducted 21 public meetings in 2014 (same as 2013), with an average meeting time of 2 hours and 5 minutes (compared to 2 hours and 2 minutes) in 2013. The DRC had 152 items docketed on their agendas (up from 115 items in 2013) with 248 requests, ranging from amended binding elements and revised plans to landscape waivers. A majority of the items which appeared before the DRC were approved or recommended for approval; however, there were five items that were denied in 2014.

### Workload – Site Inspection Committee

The Site Inspection Committee conducted 6 site visits (compared to 12 site visits in 2012 and 14 in 2011) and inspected 8 sites (compared to 32 sites in 2012 and 36 in 2011) on rezoning cases in 2013. The record of site inspections indicates that all site visits for the year 2013 occurred in the month of March.

In 2014, the Site Inspection Committee was relegated to all Commissioners to be done as Commissioners were available.



### Workload – Planning Committee

The Planning Committee conducted two (2) meetings in 2014. The Committee reviewed a total of three (3) new cases (compared to 8 cases in 2013 and 8 in 2012): All 3 cases were related to Land Development Code amendments. The amendments were to allow 1) taverns and outdoor alcohol sales and consumption to be located in the W-1 and W-2 zoning districts, 2) Bed and

Breakfast uses in the R-E and R-1 zoning districts in the City of Anchorage, and 3) the relocation of non-conforming, on-premises signs when government exercises eminent domain over a property.

### **Workload – Policies and Procedures Committee**

The Policies and Procedures Committee held 3 meetings in 2014. The Committee updated policies related to Community Facility Reviews and neighborhood meetings, recommended a change to the speaker times for night hearings FROM: Applicant – 1 hour; Opposition – 1 hour and 15 minutes; Rebuttal – 15 minutes; TO: Applicant – 45 minutes; Opposition – 1 hour; Rebuttal – 15 minutes, and discussed adding a requirement for “early notification” to be given when an application is filed with Planning & Design Services.

### **Training Program/Courses Presented/Attended**

**January 15** – Administering Zoning Codes – APA sponsored Audio/Web conference

**March 12** – Using Subdivision Regulations in the 21<sup>st</sup> Century (Lecture) – APA sponsored Audio/Web Conference

**April 26-29** – American Planning Association National Conference, Atlanta, GA – (2 employees attended)

**May 14** – Jane Jacob’s Legacy and New Urbanism (Lecture) – APA sponsored Audio/Web Conference

**May 15** – KAPA Conference, General Butler State Park

**June 4** – Introducing New Density to the Neighborhood – APA sponsored Audio/Web Conference

**June 25** – 2014 Planning Law Review – APA sponsored Audio/Web Conference

**July 22** – Open Meetings/Open Records Training – Sponsored by Kentucky Attorney General’s Office

**September 15-16** – Kentucky Association of Mapping Professionals Conference (2 employees attended)

**September 24** – Post-Disaster Recovery in a Changing Climate - APA sponsored Audio/Web Conference

**October 1-3** – OKI Regional Planning Conference, Lexington, KY (10 employees and 2 Planning Commissioners attended).

**October 1-3** – A presentation of “How To Make Big Changes To Your Planning Department” was made by Emily Liu, Joe Reverman, and Daniel Makela (from the Mayor’s Office) at the OKI Regional Planning Conference. The presentation included how Planning and Design Services (partnered with the Mayor’s Innovation Delivery Team) made sweeping customer service improvements over the last three years. The presentation team also explained Louisville’s “Innovation Delivery model” and discussed the various initiatives that have been recently implemented.

**October 1-3** — A presentation of “Planning for Transparency in the 21st Century” was made by Joe Reverman, Emily Liu, and Julia Williams at the OKI Regional Planning Conference. The presentation team shared their experience on the use of technology to promote transparency and citizen participation.

**October 8** – “You Said That?!” – APA sponsored lecture

**October 26-28** – Director attended Big City Planning Directors Institute sponsored by the Lincoln Institute of Land Policy, the Harvard Graduate school of Design and the American Planning Association.

**November 5** – Health Equity and Planning Ethics – APA sponsored Audio/Web Conference

**November 11-14** – National Preservation Conference, Savannah, GA (1 employee attended)

**December 3** – The Pro Forma – APA sponsored Audio/Web Conference

## Staffing

Planning & Design Services experienced some staff changes in 2014 as listed below:

- Darnell Farris retired, and Burcum Keeton replaced him as Architecture Projects Coordinator
- Joel Dock was promoted from Planning Technician to Associate Planner
- Joe Reverman was promoted from Planning Supervisor to Planning Manager
- Bev Curd retired, and Rebecca Simmons replaced her as Executive Assistant
- Laura Mattingly-Humphrey and Kelly Culver were hired as Planning Technicians
- The Zoning Enforcement and Transportation Planning Teams were placed under Planning & Design Services

## **Planning and Design Services Highlights in 2014**

1. **Public Meetings:** A total of 136 public meetings were held by the Boards/Commissions/Committees staffed by Planning and Design.
2. **New Meeting Management Program:** Planning and Design Services implemented a new meeting management program in 2014. All meeting agendas and supporting materials are posted online at least five days in advance of any scheduled meeting. Meeting summaries and minutes are also available online.
3. **Land Development Code (LDC) Revisions:** Round Two LDC Revisions were completed and forwarded to Metro Council for adoption. This two-year effort includes 252 amendment items involving 160 committee/sub-committee members with a total of 227 meetings held.
4. **Old Jail Renovations:** Phase one of the project was completed providing better audio and video effects and allowing streamlining processes.
5. **Metro Council Presentations:** Staff presented at 27 Metro Council Committee meetings.
6. **Clifton Guidelines:** Clifton Architecture Review Committee completed revisions to its guidelines which have been adopted by Metro Council.
7. **Planning and Design received a Special Merit Award** from the Kentucky Chapter of the American Planning Association for the use of online meeting management systems to reach the public.
8. **Digitizing of Files:** An extensive scanning effort was made to digitize new and historic files.
9. **Public Outreach:** Several public outreach programs were launched, such as Renovate Louisville and Historic Structures Plaque. Currently, there are 14,363 subscriptions for 56 topic notices.
10. **New applications:** 2014 is the second consecutive year that experienced double digit growth rate in new case applications. The total number of new cases (Hansen Cases) increased from 1,614 in 2012 to 1,804 in 2013 and to 2,040 in 2014. Rezoning cases increased 45% in 2014 compared to 2013 in addition to four area-wide rezoning studies.